

# The Rydal Academy

## Admissions Arrangements 2019/2020

**Accepted by:** Local Governing Body October 2018

**Committee:** LGB

**Review Cycle:** 1 year

**Last reviewed:** October 2018

**Date for next review:** October 2019

**This policy has been revised to ensure Admission Code Compliance following a recent decision by the Schools' Adjudicator into the admission arrangements of the schools maintained by Darlington Local Authority.**

The Rydal Academy is a vibrant primary school which caters for pupils aged 3 to 11.

The school is housed in an expansive building with a bright, purposeful learning environment. The school benefits from extensive grounds including a multi-use games area, nature garden, allotment, Early Years outdoor learning area, field, outdoor classroom and two playgrounds

The whole school community is passionate about pupils enjoying and engaging in their learning while having the resilience and passion to succeed. We believe that every child has the right to the very best education. We want to give each child the opportunity and skills to improve themselves and contribute fully to their community. In return, we expect each child to work hard, be tolerant and show respect for others.

We want whoever joins us, in whatever capacity, to feel that they belong to a happy, caring, hard working and proud school community.

### **How to apply for a place**

The school will admit up to 90 students in to the Reception cohort. Applications for places will be made in accordance with the LA's co-ordinated admission arrangements and must be made on the Primary School Application (PSA) form in the back of the Local Authority's Guide for Parents or by applying online on the Council's website.

In determining admissions, priority will be given to those applications where the Primary School Application (PSA) is received by the published deadline. Applications received after the deadline ('late' applications) will then be considered.

### **Policy for Admission at the Normal Point of Entry**

The Governing Body of The Rydal Academy is the Admissions Authority for this school. After the admission of children with an Education, Health and Care Plan, where The Rydal Academy is named on the plan, and where the number of applicants is greater than the published admission number, applications will be considered against the criteria set out below in the order:

### **Admissions Oversubscription Criteria - The Rydal Academy**

After the admission of children with an Education, Health and Care Plan where The Rydal Academy is named on the plan, and where the number of applicants is greater than the published admission number, applications will be considered against the criteria set out below, in the following order:

### **(i) Looked After Children**

A 'looked after' child is a pupil who is in the care of a LA or provided with accommodation by that authority (For more in depth definitions see Section 22(1), Section 8, Section 14A of the Children's Act 1989 and Section 46 of the Adoption and Children Act 2002).

### **(ii) Medical Reasons**

Children with exceptional medical factors directly related to The Rydal Academy. Applications under this criterion should be supported by written evidence from a professional practitioner.

### **(iii) Family Links**

Children who have a brother or sister already attending the school and who expected to be on the roll at the time of admission.

### **(iv) Distance**

Children who live nearest the preferred school measured from the front door of the home address (including flats) to the main school gate, by the shortest walking route. This will be based on the home address of the child. To remain consistent the Authority uses a Geographical Information System to measure all distances. The Authority's priority when measuring a route is to identify the shortest route judged to be safe (safe is lit at regular intervals, paved/tarmacked).

### **Measurements**

For applications which require a measurement to be undertaken in order to apply the oversubscription criteria or to determine a tie-break situation, the Local Authority on behalf of the Academy will measure the distance using a Geographical Information System (GIS) this ensures consistency for all measurements. The main school gate is determined by the Local Authority in agreement with the Academy.

A copy of the map is available in the Guide for Parents and on the Council's website.

### **Tie-Break**

In the event of a tie-break in any criteria, distance will be the deciding factor. The Authority will carry out a thorough investigation, which may involve an Officer walking the route using a *pedometer* as distance will be the deciding factor.

### **Multiple Births**

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31<sup>st</sup> child is a twin or from multiple births. The 'excepted' pupil will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

### **Medical Criterion**

Children with exceptional medical factors directly relating to school placement. Applications under this criterion should be supported by written evidence from a professional practitioner.

If you state a preference for The Rydal Academy and indicate your reason for doing so is 'medical', then you are required to send a supporting letter from a professional practitioner. The supporting evidence should set out the particular reasons why the school in question is the most suitable school and the difficulties it would cause if your child had to travel to another school. Permission from parents must be given to share this information.

## **Family Links**

Children have a family link if:

- They are half or full brother or sister;
- They are adoptive brother or sister;
- They are a foster brother or sister;
- Their carers are married/co-habiting and children live together in the same household;
- They are children of the same household (e.g. carers have special guardianship/residency order)

## **Home Address**

The home address is used for applying the admissions criteria. This means that when you state your school preferences you must give the home address of the child at the time of application, where they mainly reside Monday to Friday. You must not give the address of childminders or other family members who may share in the care of your child. For parents who may have more than one property, reference should only be made to the property in which they and the child(ren) mainly reside. If the main address has changed temporarily, for example where a parent resides with extended family during a period of sickness or takes up temporary accommodation due to building works/renovation, then the home address remains that at which the parent was resident before the period of temporary residence began. However, if you have sold your property (exchanged contracts) and have moved into temporary accommodation, you will be required to provide evidence of your situation and a decision will be made based upon the evidence provided. Where there are shared care arrangements, the home address will be where the child lives for the majority of the week Monday to Friday or where a court has determined their home address should be.

## **In-Year Applications Forms**

Families who move into the area who require a place(s) at The Rydal Academy must contact the Schools Admissions Section at Darlington Town Hall. Parent/carers will be sent an In-year Application Form (IYAF) out and directed to the Council's website for a copy of the Guide for Parents. Should a place be available at a school requested by a parent, a meeting with the Head Teacher must take place before a start date is agreed. The Schools Admissions Section in agreement with the parent/carers and the Head Teacher of the school will arrange this meeting. Should however a parent/carer request a place at a school that has no places available, then they will be informed about the appeals process and the availability of alternative school places.

## **Waiting Lists**

Waiting lists for The Rydal Academy will be held on their behalf by Darlington Borough Council. Your child's position on a waiting list(s) will be determined by the oversubscription criteria. The Local Authority holds waiting lists only for schools within Darlington Borough and names can be added to a waiting list at any time. When pupil numbers fall below the published admission number, children will be admitted from the waiting list in accordance with the oversubscription criteria but without reference to preferences expressed in the initial round of offers. The Local Authority will maintain waiting lists for Reception Year pupils only until the end of December (the end of the first term of the academic year of admission). Thereafter, normal transfers/in-year admission arrangements will operate.

## **Applying for a place in a year group outside of pupils chronological age**

Should a parent / carer seek a place in a year group other than the year that their child would 'normally' be in (outside of their chronological age), requests should be put in writing with a clear explanation of why the request is being made, for example their son / daughter is gifted and talented, they have missed a significant part of their education due to a medical problem etc.

2.17A of the Admissions Code states:

*Admission authorities **must** make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group and whether they may naturally fall into a lower age group if it were not for being born prematurely. When informing a parent of their decision on the year group the child should be admitted to, the admission authority **must** set out clearly the reasons for their decision*

## **The Rydal Academy Nursery Admissions Policy**

The principles and criteria for the admission of children to The Rydal Academy Nursery are as follows:

### **General Principles**

- There will be no catchment areas for places.
- Children (regardless of race, gender, religious belief or affiliation, social or cultural background) should have equal access.
- Higher preference will be given to Special Education Need /Looked After Children.
- Pupils will be given precedence due to date of birth (Oldest pupils move to the top of the waiting list)
- The offer of a place in Nursery does not guarantee a place in that school for the period of statutory education.
- Parents may apply for a nursery place from the beginning of the school year (1st September to 31st August) in which their child has his/her second birthday.
- A child is 'eligible for a free part-time Nursery education place from their third birthday' subject to the availability of places.
- Children should be admitted according to the published Local Authority admissions criteria.

### **Local Authority Admissions Criteria**

It may not be possible to offer a child a place at your chosen nursery school or unit of that school if the nursery school or unit receives more applications than it has places.

Where this happens, children will be admitted to a nursery school or unit in descending order, in accordance with the following criteria:

**(i) Children with a Statement of Special Educational Need**

**(ii) Looked After Children**

A child, who is looked after by a Local Authority in accordance with Section 22 of the Children's Act (1989)

**(iii) Children in Need**

As defined by the Children Act (1989) i.e. those who are unlikely to achieve or maintain or have the opportunity of achieving or maintaining a reasonable standard of health or development or a child/children whose health or development would be further impaired without the provision of services of the Local Authority. Applications under this criterion would need to be supported by an appropriate professional stating that attendance at a particular nursery unit is essential.

**(iv) Medical Reasons**

Children with exceptional medical factors directly relating to nursery placement. Applications under this criterion should be supported by written evidence from a doctor (see explanation)

The Rydal Academy reserves the right to make contact with the District Medical Officer for independent information regarding your child's condition. We may also seek advice from other qualified professionals, e.g. Psychologists or other specialist where necessary.

**(v) Age**

4 year olds will be admitted before 3 year olds.

**(vi) Family Links**

Children who have a brother or sister already attending the preferred nursery and who are expected to be on the roll at the time of admission. Children have a family link if:

- They are half or full brother or sister;
- They are adoptive brother or sister;
- Their carers are married/co-habiting and children live together in the same household;
- They are children of the same household.

**(vii) Distance**

Children who live nearest the preferred nursery school or unit measured by the shortest walking route judged to be safe\*. This will be based on the parental address. (\*a pathway that is lit at regular intervals and paved/tarmac). If there were to be 2 children with an equal distance then the elder child should be offered the place.

**Offer of a Nursery Place**

When offered a nursery place, parents will have 10 working days in which to accept or refuse the place offered. The school will then look to withdraw the offer. Should a vacancy arise then places will be offered according the oversubscription criteria.

**No appeals process exists for nursery places as it is not statutory education.**